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FM THE SITUATION ROOM TOHAK176

TO AMEMBASSY GENEVA

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TO LARRY EAGLEBURGER FOR THE SECRETARY

ON-FILE NSC RELEASE INSTRUCTIONS APPLY

TO: SECRETARY KISSINGER
FROM: GENERAL SCOWCROFT
SUBJECT: PROPOSED SCHEDULE

1. THE FOLLOWING IS A REVISED PROPOSED SCHEDULE FOR NEXT WEEK:

MONDAY, DECEMBER 24 (GOVERNMENT HOLIDAY)

11:00 AM BARBER
12:00 PRINCIPALS, REGIONAL ASSISTANT SECRETARIES (STATE)
1:00 LUNCH - ELIZABETH AND DAVID (8TH FLOOR)
YES----- NO -----

TUESDAY, DECEMBER 25
HOLIDAY

WEDNESDAY, DECEMBER 26

8:00 AM BREAKFAST (WH)
8:30 AM STAFF MEETING (WH)
1:00 PM LUNCH - SCHLESINGER, COLBY, MOORER, (WH MAP ROOM)
YES ----- NO -----
3:00 PM FULL STAFF MEETING (STATE)

THURSDAY DECEMBER 27

8:00 AM BREAKFAST (WH)
8:30 AM STAFF MEETING (WH)
9:30 AM SALT MEETING (WH)
12:00 AMBASSADOR RESOR (MBFR) YES----- NO -----
1:00 PM LUNCH
3:00 PM PRINCIPALS, REGIONAL ASSISTANT SECRETARIES (STATE)

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4:30 PM DR. IKLE YES ----- NO -----

FRIDAY, DECEMBER 28

8:00 AM BREAKFAST (WH)
8:30 AM STAFF MEETING (WH)
10:00 AM VERIFICATIONS PANEL - SALT (WH)
12:00 STAFF MEETING (ANALYTICAL) - STATE
1:00 PM LUNCH

2. SWEARING-IN CEREMONIES: IN THE PAST THE SECRETARY HAS SWORN-IN ASSISTANT SECRETARIES AND ABOVE AND THOSE AMBASSADORS WHO WERE FORMER ASSISTANT SECRETARIES. THE FOLLOWING IS A LIST OF THOSE WHO FALL INTO THIS CATEGORY. CAMPBELL FEELS THAT YOU WILL NOT HAVE TIME TO SWEAR-IN ALL OF THOSE BELOW AND RECOMMENDS YOU SWEAR-IN BROWN, SONNENFELDT, MCCLOSKEY AND THE ASSISTANT SECRETARIES. (THOSE IN PARENTHESIS HAVE NOT BEEN CONFIRMED.)

MISCELLANEOUS

-----DEAN BROWN
-----HELMUT SONNENFELDT
-----ROBERT MCCLOSKEY

ASSISTANT SECRETARIES

-----HARTMAN
----- (ENDERS)
-----INGERSOLL
-----BUFFUM

AMBASSADORS THAT WERE FORMER ASSISTANT SECRETARIES

-----POPPER
-----NEWSOM
-----STOESSEL
----- (WRIGHT)
-----HILL

REQUESTS NOT USUALLY SWORN-IN BY SECRETARY (CAMPBELL RECOMMENDS NO)

-----HARRY BARNES (PICKERING'S DEPUTY)

3. AMBASSADOR RESOR (MBFR) WOULD LIKE TO SEE YOU ON YOUR RETURN FROM EUROPE. WE HAVE TENTATIVELY SCHEDULED AN APPOINTMENT ON THURSDAY, DECEMBER 27TH, AT 12:00 NOON. APPROVE-----DISAPPROVE-----

4. DO YOU WANT A LUNCH WITH SCHLESINGER, COLBY, MODERER - WENNES-

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DAY, DECEMBER 26TH. YES-----NO-----

5. THE FOLLOWING HAVE ASKED TO SEE YOU UPON YOUR RETURN:

-----DONALDSON - DISCUSS EMERGENCY ENERGY ACTION GROUP

-----MAW

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